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12-9-1957

Minutes, College of Arts & Sciences Faculty Meeting, December 9, 1957

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Recommended Citation

Arts & Sciences Faculty, "Minutes, College of Arts & Sciences Faculty Meeting, December 9, 1957" (1957).
The College of Liberal Arts Faculty Minutes. 509.
https://scholarship.rollins.edu/as_fac/509

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MINUTES OF THE FACULTY 1957-58

The fifth, a special meeting of the Rollins College Faculty was held at 4:20 p.m. on Monday, December 9th, in the Morse Gallery of Art with the following members present: Mr. McKean, Mr. Allen, Mr. Bradley, Mrs. Campbell, Mr. Carroll, Mr. Chase, Mr. Darrah, Mrs. Dean, Mr. Dewart, Mr. Dorsett, Miss Drinkwater, Mr. Evans, Mr. Fort, Mr. French, Mrs. Gleason, Mrs. Goubaud, Mrs. Grand, Mr. Hamilton, Mrs. Hansen, Mr. Hellwege, Mr. Hufstader, Mr. Justice, Mrs. Kemp, Mrs. Knight, Mrs. Koontz, Mr. Lewis, Mrs. Magoun, Mr. Maule, Mr. Mills, Mrs. Morehouse, Mr. Orr, Miss Ortmayer, Miss Packham, Miss Peterson, Mr. Rich, Mr. Rojas, Mr. Ross, Mr. Saute', Mr. Shelton, Miss Shor, Mr. Silins, Mr. Smith, Mr. Stock, Mr. Stone, Mr. Thomas, Mr. Vestal, Mr. Wagner, Mrs. Watson, Mr. Welsh, Mr. Wilson, Mr. Wolfe.

Mr. McKean opened the meeting. It was agreed to dispense with the minutes of the previous meeting, held December 2nd, as no business was transacted and that meeting consisted only of informal discussion.

Mr. Rich gave a report on the activities of the Admissions office. Sample copies of forms sent to applicants were distributed and the purpose of each described by Mr. Rich. He explained that the Admissions Committee considers each applicant on the basis of (1) the academic and extra-curricular high school record; (2) recommendations of principal, guidance counselor and others; (3) scores on CELB and other standardized tests; (4) personal interview; (5) knowledge of the high or preparatory school. The Admissions office will process 1,000 applications and accept approximately 500 in order to enroll an entering class of 250 for next year. Another 1,000 prospective applicants will be advised not to make application. Scholarship winners will be determined on the basis of merit, but the amount of stipend will be decided entirely on the basis of need, with the assistance of the College Scholarship Service.

For the first time in the fall of 1958-59 Rollins College will name 25 to 30 entering students for Honors at Entrance. This will be determined entirely on the basis of academic achievement and potential and on high school leadership, regardless of financial need.

Mr. Rich also reported on regional and national conferences in which he had participated. The majority of colleges and universities have agreed to award scholarships solely on the basis of need. Rollins College is the only southern institution with the exception of Washington and Lee which requires a large first payment before the beginning of the fall term. At the College Board Colloquium it was recommended that colleges plan a substantial increase in the total general fee by 1960. Mr. Rich accordingly recommended that Rollins plan an increase in the General Fee of \$300 for the fall of 1960, with a notice in the catalog informing students who enter in 1958 and 1959 to this effect.

Mr. McKean said that a letter to the parents suggesting payment of a Voluntary Fee in addition to the General Fee has resulted in substantial additional income for the College. Mr. McKean explained that the Administration is considering the question of whether or not to engage a firm to raise money for the Diamond Jubilee. There is a possibility that Endowed Chairs may be established in the future.

Mr. Thomas, chairman of the committee appointed to study the Graduate Program in Business Administration, reported the Committee's recommendation that the present program be continued for those students presently enrolled in the program, but that additional students planning to enroll should be told that the program might be discontinued. The committee further recommended that a study

be made of the place of graduate work at Rollins. The committee offered to undertake this job if requested, but suggested that the joint committee of Faculty and Trustees would be the proper committee to undertake this study. Mr. Stone moved that the report be accepted; motion seconded and carried.

Mr. French moved the adoption of the following proposed calendar for 1959-60.

FALL TERM

September 21, Monday, 4:00 p.m.....	First Meeting of the Faculty
September 20-23, Sunday (afternoon) through Wednesday,	Orientation
	Period and Registration of Freshmen
September 23, Wednesday,	Meeting and Registration of Transfer Students
September 24, Thursday.....	Registration of Former Students
September 25, Friday, 8:30 a.m.....	Fall Term Classes Begin
November 25, Wednesday, 1:00 p.m.....	Thanksgiving Holiday Begins
November 30, Monday, 8:30 a.m.....	Classes Resume
December 11, Friday, 1:00 p.m.....	Fall Term Ends

WINTER TERM

January 4, Monday, 8:30 a.m.....Winter Term Begins
March 16, Wednesday, 1:00 p.m.....Winter Term Ends

SPRING TERM

March 22, Tuesday, 8:30 a.m.....Spring Term Begins
May 29, Sunday, 10:30 a.m.....Baccalaureate
June 2, Thursday, 1:00 p.m.....Spring Term Ends
June 3, Friday, 10:00 a.m.....Commencement

Motion seconded and carried.

Mr. French moved that the present Human Relations major be dropped (present Sophomores would be allowed to elect the major but no present Freshmen would be accepted as majors) and a committee be appointed to study the feasibility of a new major in this field. Motion seconded. Following a period of discussion Mr. French withdrew his original motion and moved that the president appoint a committee to study the Human Relations major and report back to the Faculty. Motion seconded and carried.

Mr. French moved that the requirement that five courses (25 hours) at the 300-400 level be taken outside the major department in the upper two years be re-affirmed and placed in the catalog. Motion seconded and carried. (The interpretation of the Faculty-Administration Committee is that these courses need not be outside the division but merely outside the department.) Motion seconded and carried.

Mr. French moved that the statement in the catalog regarding advanced standing, which through error appeared in the 1957-58 catalog without the approval of the Faculty, be approved but amended as follows:

"Admission with Advanced Standing. Entering Freshmen who pass the Advanced Placement Tests given in May by the College Entrance Examination Board may, with the approval of the Academic Standing Committee and the department concerned,

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3.

be admitted to advanced standing in that they will have satisfied the equivalent parts of the graduation requirements and will be eligible for admission to more advanced courses in the departments concerned. They will not receive college credit for such work by-passed. Information about these tests can be obtained from the College Entrance Examination Board." Motion seconded and carried.

Mr. McKean reminded the Faculty of the Christmas dinner at the Beanery that evening followed by Dean Eryart's annual reading of "The Christmas Carol." Mr. Darrah announced that tickets for the Tuesday evening Christmas Service for the Rollins Family will be held for the Faculty until tomorrow noon.

The meeting adjourned at 5:50 p.m.

Elaine F. Kemp
Secretary Pro-tem

(Please report in writing any correction to the secretary pro-tem.)